

Vacancy Details

Personnel Notice: 62-15
Date Announced: 06/22/2015
Closing Date: 7/6/2015
Command: AGC INTEL
Grade: GG-14 (GS-14 equivalent)
Type: Assistant Counsel

There is a vacancy in the Office of the General Counsel, Office of Naval Intelligence (ONI) for an Assistant Counsel, focusing on civilian personnel law. This position is part of the Department of the Navy Office of the General Counsel (DON/OGC) and will report to the ONI Counsel, who ultimately reports to the Assistant General Counsel (Intelligence). This position is located at the National Maritime Intelligence Center, Suitland, Maryland.

The incumbent will be expected to concentrate primarily on civilian personnel law, to include representing ONI before administrative tribunals (e.g., EEOC, MSPB) and assisting the Department of Justice in Federal court litigation involving civilian personnel law matters.

While the position concentrates on civilian personnel law, it may also encompass the full range of DON/OGC practice areas including fiscal law, federal procurement law, ethics, Freedom of Information Act and privacy law, labor law and general administrative law.

The position will be filled under the Defense Civilian Intelligence Personnel System (DCIPs) at the General Government (GG) 14 level. Pay will be set commensurate with the successful applicant's qualifications, OGC's personnel policies, and funding availability. To be considered at the GG-14 equivalent level, the successful candidate must have at least three years and a half years of relevant professional legal experience in civilian personnel law.

Applicants will be primarily evaluated on 1) the depth, breadth and quality of their experience in handling issues related to civilian personnel law; 2) their research, analytical and writing skills; 3) their oral communication skills; and (4) their interpersonal skills, including their ability to work both independently and as part of a team. Experience in fiscal law, federal procurement law, ethics, Freedom of Information Act and privacy law, and general administrative law is desirable. Familiarity with the DON, Department of Defense, and DON/OGC is also highly desirable.

The successful applicant must 1) be a United States citizen; 2) have graduated from a law school accredited by the American Bar Association; 3) be an active member in good standing of the bar of the highest court of a State, U.S. Commonwealth, U.S. territory, or the District of Columbia; and 4) be eligible to obtain and maintain a Top Secret security clearance with access to Sensitive Compartmented Information. The successful applicant may be subject to an initial and thereafter random counterintelligence and counter-espionage scope polygraph examination. This position is a testing designated position within the Department of the Navy's drug testing program. Therefore, the incumbent is subject to an initial drug test prior to employment and will be subject to random, periodic testing thereafter.

Interested attorneys shall submit a resume, two legal writing samples of a length of no more than seven pages (excerpts acceptable, preferably related to civilian personnel law); the two most recent performance appraisals (if available); and the names and telephone numbers of at least three references (other than current supervisors) who may be contacted.

Electronic applications are preferred and may be e-mailed to aagcm@navy.mil.

Hard copy applications may be mailed to the following address:

Department of the Navy

Office of the General Counsel

1000 Navy Pentagon [Room 5A532]

Attention: J. Duenas/Annett Madison

Washington, DC 20350-1000

Please note that delivery by Federal Express (or similar means) is recommended because of possible security delays

in conventional mail delivery. Facsimile submissions will not be accepted.

This personnel notice will close at 11:59PM, EST on July 6, 2015 and applications must be received by this time to be considered. Interested attorneys may contact Ms. Kim Hall at 301-669-2090 or Ms. Annett Madison, 703-693-7887.

If the successful applicant is not currently a member of the Department of the Navy Office of the General Counsel, processing of the hiring action can only commence after submission of those items identified in the "Instructions for New OGC Attorneys" (see Careers section of www.ogc.navy.mil).

Applicants eligible for veterans' preference must specifically claim such eligibility in their cover letter, identify the basis for the claim, and include supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty or other supporting documentation) with their submission. Not all veterans are preference eligible. For a summary of time periods, campaigns, and conditions that entitle an applicant to preference eligibility, please visit www.opm.gov/veterans and review the "Vets Info Guide" and the "Vets Guide." There is no formal rating system for applying veterans' preference for attorney appointments in the excepted service; however, the Department of the Navy Office of the General Counsel considers veterans' preference eligibility a positive factor in the attorney hiring process. Applicants who do not claim and do not provide adequate supporting documentation for veterans' preference will not receive the positive factor consideration.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy or gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

Reasonable Accommodation Policy Statement:

https://help.usajobs.gov/index.php/Reasonable_Accommodation_Policy_Statement

Legal and Regulatory Guidance: https://help.usajobs.gov/index.php/Legal_and_Regulatory_Guidance

Relocation expenses are not available.

THE DEPARTMENT OF THE NAVY IS AN EQUAL OPPORTUNITY/REASONABLE ACCOMMODATION EMPLOYER

The Department of the Navy is an Equal Opportunity/ Reasonable Accommodation Employer. All hiring and advancement in the Office of the General Counsel is based on merit without regard to race, color, national origin, religion, age, sex, sexual orientation, disability, political affiliation or marital status.

The Department of the Navy provides reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should inform the individual identified in the personnel notice. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

VETERANS PREFERENCE IN HIRING

Department of the Navy attorney positions are in the excepted service, not the competitive civil service. There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of the Navy considers veterans' preference eligibility as a positive factor in attorney hiring. If you are eligible for veterans' preference in hiring, you are encouraged to include that information in your application along with the supporting documentation, e.g., DD 214. Not all veterans are eligible for veterans' preference. To find out if you are, you may visit the Veterans' Preference Advisor, operated by the Department of Labor at <http://www.dol.gov/elaws/vets/vetpref/vetspref.htm>.